

Minutes from the November 13, 2002 Meeting
Diversity / Affirmative Action Board
Los Alamos National Laboratory
LEDA Building – TA-53

The regular membership meeting of the D/AAB was called to order at 1:35 PM on November 13, 2002, by Vice-Chair Russell McFadden. There were 21 members present:

Jasmine Pan
James Ogle
Linda Nonno
Terry Lowe
Al Hutchinson
Pat Trujillo
Tom Marks
Tim Babicke
Eluterio Garcia
Roger Byrd
Margaret Marshall
Danny Valdez
Angelique Newman
Berylene Rogers
Stevie Strottman
Vera Aquino
Stafanie Lawson
Debra Saiz
Theresa Cull
Vann Bynum

A quorum being present the meeting proceeded.

The minutes from the October 9, 2002, meeting were approved as presented.

Treasurers Report: Angelique Neuman reported that the D/AAB has an allocation of \$28,000.00 for use during the fiscal year. A commitment of \$335.00 towards that amount has been made for the Robert's Rules of Order books. There is an additional \$2,500.00 in the morale fund for the D/AAB.

The minutes from the September 26, 2002, meeting were brought up for discussion. Rich Pearson requested that a paragraph that he felt was misleading be taken out of the minutes. Discussion followed. It was decided that since this paragraph was not directly related to the business enacted at that meeting that the paragraph could be stricken and not affect the content of the minutes. The motion was made and seconded to strike the paragraph in question. Motion carried.

New members Debra Saiz and Tom Marks were introduced.

Old Business:

Calendar Committee: Stevie Strottman reported that the calendar had been submitted for publication on the D/AAB Website.

Recuiting Subcommittee: Angelique Neuman reported that the committee had been meeting with different Laboratory officials/organizations to establish what was actually being done in this regard by various organizations within the Laboratory. The committee report will be published as soon as all of the information they hope to collect is in hand. The subcommittee will continue trying to collect any information regarding this issue.

Comfortable Work Place Subcommittee: Russell McFadden reported that the subcommittee is looking at putting a memo out to the Laboratory that will encourage each member of the work force to be respectful of others beliefs at this time of year and through out the year as well. Discussion regarding the best forum in which this memo should appear followed. It was decided that the memo should come from the D/AAB through the Diversity Office and be sent out as an "All Hands" memo to the entire Lab.

The draft of the memo proposed by the Comfortable Work Place Subcommittee was then read to the entire Board and the floor was opened to suggestions for the final wording of the memo. After the final wording was approved Tim Babicke offered to run the memo be legal for their input. It was decide to try to get the memo out to the Laboratory either right before or right after Thanksgiving if possible.

The meeting was then turned over to Chair Vann Bynum.

Best Practices Subcommitee: Terry Lowe reported that he is looking into how to put out a request to the entire Lab work force for volunteers to help support the work that the D/AAB and the D/AAB subcommittees are trying to accomplish. The request must be in a form that will be continuously available to the Lab's population. Debra Saiz will help with this endeavor.

New Business:

Tim Babicke or someone in the Diversity Office will glean articles and web based magazines for information that may be pertinent to the work the D/AAB is trying to accomplish. Any information that is deemed helpful will be forwarded to the D/AAB email list.

Vann Bynum suggested that the D/AAB investigate avenues that the group can use to support the DVO and EEO offices as they are supporting us.

Al Hutchinson volunteered to work with the African-American Diversity Working Group regarding the celebration of the Martin Luthor Kiing, Jr. Holiday in January. Danny Valdez and Jim Ogle will help.

The meeting was adjourned at 3:42PM

Respectfully submitted,

Russell L. McFadden